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UNITED STATES INTELLIGENCE BOARD

6 November 1959

MEMORANDUM FOR CHAIRMEN AND SECRETARIES OF USIB
COMMITTEES AND WORKING GROUPS

SUBJECT: Security Classification of Committee Titles and
Associations

1. From time to time the Intelligence Board Secretariat receives inquiries regarding the appropriate classification of the title, membership, general functions or various other matters related to the USIB committees. Such questions occasionally involve technical and practical problems relating to the protection of intelligence sources and methods. An agency, for example, may desire to refer to a committee or its membership in an unclassified document circulated to non-intelligence components of a department or agency.

2. One basis for answering these queries is to suggest use of the same classification as that in the document which established the committee. However, this might sometimes result in over-classification and administrative inconvenience if it invariably required the title of a committee to be classified "Secret" merely because the DCID establishing it was "Secret." On the other hand, there may be situations in which the mere existence of a committee or working group is sufficiently sensitive to warrant classifying the title as "Secret."

3. In view of the above, and for purposes of administrative uniformity, we would appreciate recommendations from the Chairmen or Secretaries of Board committees as to how these classification problems should be handled with respect to their committees. This might include matters such as:

Recommended classification

- a. Title of committee
- b. Short title of committee (if any)

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Recommended classification

- c. Identification of Chairman or Secretary of committee
- d. Association of individual members with committee
- e. USIB agencies' associations with committee
- f. Non-USIB agencies' associations with committee
- g. General functions of committee
- h. Other

4. Please pass on your recommendations to the Board Secretariat within the next two or three weeks. Hopefully we will then be able to develop some uniform guidelines for handling such classification questions in the future.

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Executive Secretary

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